

4 NOVEMBER 2003



Maintenance

CONVENTIONAL MUNITIONS PROCEDURES**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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 (TSgt Kevin Timbers)
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This instruction implements Air Force Policy Directive (AFPD) 21-2, *Nonnuclear and Nuclear Munitions*, and AFI 21-201, *Management and Maintenance of Non-Nuclear Munitions*. This instruction establishes procedures to aid commanders, custodians and munitions users in munitions accountability procedures managed by FV6712, Air Force Munitions Account. It also gives guidance to personnel during munitions operations. This instruction applies to all organizations, activities, agencies, branches, units, or individuals that obtain and or maintain munitions from 911MXS/MGMVM, Munitions Section at Pittsburgh Air Reserve Station (ARS).

SUMMARY OF REVISIONS

Paragraphs **4.5**, **5.2**, **9.2**, **9.5**, **9.8** have been changed. Paragraphs **12** thru **12.4**, **13** thru **13.1.3** and **16** have been added. A bar (|) indicates revisions from the previous edition.

1.	General:	3
2.	Responsibilities	3
3.	General Equipment Procedures for Munitions Storage Area	3
4.	Grounding and Lightning Protection inspection procedures for building 301 and 302.	3
5.	Emergency Action Procedures	3
6.	Munitions Operations During Severe Weather or Electrical Storms	4
7.	Munitions Handling:	4
8.	Munitions Residue, Munitions Containers and Munitions Related Packing:	4
9.	Munitions Storage Area (MSA) Entry Control and Security Procedures:	5
10.	Supply Point Custody Accounts:	5

11.	Inventories:	6
12.	Post-Post procedures	6
13.	Accountability Procedures for Munitions Issued to Meet Flight line Requirements:	6
14.	Incoming and Outgoing Munitions Shipment Procedures	7
15.	Maintenance on Explosive Loaded Aircraft:	7
16.	Designated Chaff and Flare upload /download parking spots.	7
17.	Deployed Munitions Management	8
Attachment 1—FRONT OF AF FORM 68		10
Attachment 2—BACK OF AF FORM 68		11
Attachment 3—2005 ISSUE DOCUMENT		12
Attachment 4—2005 EXPENDITURE DOCUMENT		13
Attachment 5—2005 TURN-IN DOCUMENT		14
Attachment 6—QUICK REFERENCE HAZARDOUS CARGO GUIDE		15
Attachment 7—SAFE HAVEN DECLARATION SECURITY FORCES CHECKLIST		17
Attachment 8—		19
Attachment 9—FRAG CODE DEFECTION		22

1. General:

- 1.1. The intent of this instruction is to provide guidance where there are no other written instructions, assist in finding those other instructions, and to expand on guidance already written to provide specific information for this installation. It also implements operating instructions mandated by AFI 21-201.
- 1.2. When requirements of a specific item technical manual conflict with this instruction, the specific technical manual holds precedence.

2. Responsibilities

- 2.1. General responsibilities are found in AFI 21-201 Chapter 2.
- 2.2. Responsibilities for custody accounts are found in AFI 21-201 Chapter 22

3. General Equipment Procedures for Munitions Storage Area

- 3.1. General Element Procedures in AFI 21-201 Chapter 7 will be followed.
- 3.2. Follow the locally developed Specific Task Instructions for each munitions operation.
- 3.3. Heat Sealers will be inspected, operated and maintained using the owner's manual. It will be unplugged when not in use.
- 3.4. Hydraulic bleeder will be inspected, operated and maintained using the owner's manual, Store in lube locker when not in use.
- 3.5. Air Compressor will be inspected, operated and maintained using the owner's manual. . It will be unplugged when not in use.
- 3.6. When banding all Personnel Protective Equipment (PPE) will be used.
- 3.7. Equipment will be visually inspected for obvious defects before use.

4. Grounding and Lightning Protection inspection procedures for building 301 and 302.

- 4.1. Inspect systems IAW AFI 32-1065 section B Par. 7 and 8 and the following:
- 4.2. Visually inspect the 3 lightning rods on each structure. Visually insure rods are present, undamaged and secure. Assure all lightning protection cables are attached to rods and to the 2 down cables.
- 4.3. Inspect 8 each ground access wells located at each corner of the two buildings. Remove covers, and check connection points for security and excessive corrosion at grounding rods. Also inspect the interior grounding cable at the point of entry into the building for serviceability and a secure connection.
- 4.4. In building 301 inspect interior grounding cable from where it comes into the building and at all points of connection including the tables for serviceability and secure connections. 302 has no interior grounding.
- 4.5. Document all inspections in Munitions Task Guide located on MASO desktop. Inspection intervals are according to AFI 32-1065 table 1.

5. Emergency Action Procedures

5.1. In the event of an explosive incidents or accident any person that is aware of the situation will call 911 and notify MOC at X8177 or the Command Post at X8658 they will in turn run their emergency action checklist.

5.2. If the mishap is caused by the malfunctioning of a munitions item (live or inert), MOC or Command Post will notify OO-ALC/WM's Munitions Rapid Response Team at DSN 777-4865/5155, 775-5507/3208 and 777-AMMO or 775-AMMO, or the Hill AFB Command Post at 777-3007. Additional information about the team can be found in AFI 91-204 Chapter 3, *Safety Investigations and Reports*.

5.3. During increased Force protection conditions all procedures will be followed IAW 911th Airlift Wing Installation Security Plan 31-101.

5.4. During Contingency support at this installation the same rules as above apply.

5.5. Important emergency numbers:

-911 emergency, fire, ambulance

-491-2811 Emergency Ordinance Disposal (EOD) DSN

-8255/8250 Security Police

-8658 Command Post

6. Munitions Operations During Severe Weather or Electrical Storms

6.1. Procedures in AFMAN 91-201, *Explosives Safety Standards*, para. 2.56 will be followed.

6.2. Maintenance Operation center (MOC) will notify all personnel performing munitions operations when lightning falls within 5 Nautical miles via any means available, any person seeing lightning without being notified first will contact MOC with that information.

6.3. MOC will also keep munitions personnel informed of any other severe weather, which may hinder munitions operations or cause a safety concern.

6.4. The crew chief, depending on circumstances, will then decide weather to stop his operation IAW AFMAN 91- 201

7. Munitions Handling:

7.1. Procedures in AFMAN 91-201, AFI 21-201 and Item Technical Order (T. O.) will be followed.

7.2. A spotter will be used when handling explosives with a forklift or a bomb lift truck.

7.3. During operations involving munitions if an unsafe or abnormal condition accure all work will be stopped and guidance will be sought.

7.4. Comply with the cardinal principle for explosives safety. Expose the minimum number of people to the minimum amount of explosives for the minimum amount of time.

8. Munitions Residue, Munitions Containers and Munitions Related Packing:

8.1. Wing focal point for munitions residue, munitions containers and munitions related packing is the MASO/MGMVM, Kevin Timbers at X8462.

8.2. All munitions residue, munitions containers and munitions related packing will be returned to MGMVM, building 301, as soon as possible after its intended use.

8.3. MGMVM will inspect, certify and prepare for final disposition munitions residue, munitions containers and munitions related packing IAW T.O. 11A-1-60 and Defense Reutilization Management Office (DRMO) at Letterkenny.

8.4. Any live munitions found during a certification process will be inspected for serviceability and safe condition. The MASO will contact the Custodians who turned in the assumed expended ammo and propose a fix. The Maso will follow up on the fix to assure compliance. In the event of non-compliance the MASO will notify the custodian's commander.

8.5. Retain turn in document DD Form 1348-1A, Issue Release/Receipt Document for munitions residue for two years.

8.6. To receive credit for recyclable munitions residue use budget clearing account number 57F3875.8900 6230 503000 on DD1348-1A turn in document.

9. Munitions Storage Area (MSA) Entry Control and Security Procedures:

9.1. Any unauthorized entry or suspicious acts will be reported to Security Forces and the MASO.

9.2. All personnel on the current Area Authorization List (AAL) are authorized Munitions Storage Structure keys and unescorted entry into the MSA. The AAL will be revised as changes occur. The MASO reviews all changes to the AAL to assure proper security clearance and need for access into MSA. Security forces will retain a current copy of the AAL. Visitors must have a need to enter and be escorted by at least one individual on the AAL. Sign in all visitors on visitors log located in building 301.

9.3. A MSA end of day Security Inspection will be conducted and recorded on a Standard Form 701, Activity Security Checklist.

9.4. The Intruder Detection System (IDS) will be activated when there are no authorized personnel in the MSA.

9.5. During increased Force Protection conditions follow procedures in the 911th Airlift Wing Installation Security Plan 31-101.

9.6. Random searches and inspections will be conducted as required.

9.7. For after hour's access contact Security forces desk, they in turn will contact the MASO if not available, then the Avionics flight chief.

9.8. Munitions area locks and keys will be controlled IAW AFI 21-201 par 5.1.19. The munitions section NCOIC is responsible for controlling securing and inventorying MGMVM munitions facilities keys and locks.

10. Supply Point Custody Accounts:

10.1. Supply Point account custodians will follow the procedures found in AFI 21-201 and the following:

10.2. Responsibilities, AFI 21-201 chapter 22 Air Force Form 68, Munitions Authorizations Record, AFI 21-201 chapter 17 and attachment 1 and 2 Custody account jacket files, AFI 21-201 chapter 22

Issues, AFI 21-201 chapter 23 and attachment 3 Expenditures, AFI 21-201 chapter 24 and attachment 4 Turn-ins, AFI 21-201 chapter 25 and attachment 5

11. Inventories:

11.1. Roles and responsibilities for inventory methods and reconciliation and recount procedures are found in AFI 21-201 Chapter 21.

11.2. Inventory team should consist of at least one individual competent to perform an inventory, have the proper clearance and be aware of basic explosive safety pertaining to the munitions.

12. Post-Post procedures

12.1. For custody account transactions, use AF 2005 as a source document. This document will be maintained until CAS becomes available and updated. Follow normal 2005 procedures in attachments.

12.2. Shipment procedures use DD form 1348-1. This document will be maintained until CAS becomes available and updated. Follow normal DD form 1348-1 procedures in attachments.

12.3. Central document control collection point is file organizer located on MASO's desk.

12.4. In the event of extended CAS down time local document numbers will be used with AFTO 15s. Post-post document numbers format will be the same as CAS generated numbers.

13. Accountability Procedures for Munitions Issued to Meet Flight line Requirements:

13.1. Responsibilities;

13.1.1. Munitions Flight Will:

13.1.1.1. MGMVM will build the chaff and flare to meet FRAG order and document the buildup logs and the AF Form 2434, Munitions Configuration and Expenditure Document.

13.1.1.2. MGMVM will deliver the AF Form 2434 with the munitions to the aircraft and have the load teams sign for the chaff and flare. The signed document will be returned to MGMVM.

13.1.2. Account Custodians Will: Notify Munitions ASAP but no later than two days prior of any mission requiring chaff and flare.

13.1.2.1. Assure all assets are on hand to complete mission.

13.1.2.2. Complete daily reconciliation with assistance from the munitions section between the hours of 1500 and 1600 (times may vary to meet mission needs).

13.1.3. Maintenance Operations Will:

13.1.3.1. Provide FRAG order for chaff and flare to MGMVM (munitions section) during scheduled meetings. See Attachment ## for FRAG Code Defection.

13.1.4. Point of Contacts are MGMVM for the mobility chaff and flare account at X8462, 911 OG/OGV for the training chaff and flare account at X8358. 911 LG/MGMVM X8462 may be contacted concerning both accounts.

13.1.5. Follow documentation procedures in AFI 21-201 and this instruction.

13.1.6. All live or expended munitions will be returned to the Munitions Section when no longer needed for intended purpose.

13.1.7. Safing Devices are kept with the aircraft.

13.1.8. Security is provided by base security forces, assure they are informed of which aircraft are loaded with munitions.

14. Incoming and Outgoing Munitions Shipment Procedures

14.1. If a munitions shipment arrives and the driver declares a safe haven, notify command post x-8658 immediately so they can run the *Safe Haven Checklist*. [Attachment 8](#).

14.2. Traffic Management Office (TMO) needs to notify drivers that base hours of operation are 0700 to 1600, Monday thru Friday and are **NOT** to deliver or pickup before the hours of 0700 or after 1600 hours unless special arrangements thru the Munitions Accountable Systems Officer (MASO) have been made prior to arrival. See Paragraph 13.4

14.3. Every effort will be made by TMO to notify the MASO of incoming shipments as far in advance as possible so that the MASO can adequately prepare for the arrival. This in turn will minimize the chance of detaining the drivers and putting them behind their other load schedules

14.4. When a munitions laden truck arrives at the gate during normal duty hours, Security Forces (SF) will notify TMO at 8198/8096. TMO will in turn contact the MASO. If TMO is not available contact the MASO at 8462.

14.5. In the event of a munitions laden vehicle arriving during other than normal duty hours SF will run checklist [Attachment 7](#).

14.5.1. Provide constant surveillance until a TMO or a Munitions representative arrives.

14.5.1.1. **Do not** allow any munitions shipments on base and **do not** turn away shipment until verified by TMO or a munitions representative that the munitions is a legitimate shipment. Most shipment document numbers will start with *FV6712* if it is destined for this station. If the document number starts with *FV6381* it is probably a shipment for the 171st Air Guard.

14.6. The MASO, SF, TMO (or designated representatives) are authorized to escort munitions laden vehicles to building 301 using the primary explosive routes. If the primary route can't be used the alternate route may be used. See [Attachment 6](#).

14.7. The gate shack, SF desk and the Command Post will have a copy of the approved primary and alternate explosive routes to building 301. They will also have the home and the work phone numbers for the TMO representatives and munitions representatives.

15. Maintenance on Explosive Loaded Aircraft:

15.1. All maintenance on explosive loaded aircraft will be IAW T.O. 11A-1-33 and specific aircraft system T.O.

16. Designated Chaff and Flare upload /download parking spots.

16.1. The designated aircraft parking locations for munitions operations are spots A-1, 2, 3, B-1, 2, 3, 4, and 5.

16.2. The Net Explosive Weight limits at these spot at these spot's will not exceed one Aircraft load of the specific flare being loaded. HC/D 1.1 and 1.2 munitions are not authorized at these spots.

16.3. Explosive Operation signs will be posted around aircraft during munitions operations to warn approaching personnel. Signs should be posted at each wing tip and 10' from aircraft nose and tail. Post fire symbol sign and fire fighting guidance sign in aircraft window on pilot side.

17. Deployed Munitions Management

17.1. The following procedures have been extracted for AFI 21-201 Chapter 34. Some procedures have been rewritten to meet the specific needs of this unit.

17.2. The POC for the base mobility account is the Munitions section MGMVM at X-8462.

17.3. Once information is received that your unit or members of your unit are being deployed and munitions are required, immediately contact the munitions section. The munitions section will then verify that information through the use of their chain of command. No munitions will be issued unless there is a legitimate need.

17.4. Information **required** to be given to the munitions section:

- Unit deploying.
- What munitions by NSN and quantity are required (only munitions on your allocation document will be issued)
- When is the munitions needed.
- Length of deployment (if known)
- Place of deployment (if known)
- Does the deployed location have an established Stock Record Account Number (SRAN) or Department of Defense Activity Address Code (DoDAAC)? Use **FV9999** if SRAN/DoDAAC is unknown.

17.5. When deploying to a location with an established SRAN/DoDAAC the mobility account custodian in the munitions section will complete an AF Form 2005 and turn-in all munitions items to base stock which are being deployed. The munitions section will then produce shipping documents to be taken with the deploying unit or person. The deploying commander or the most senior deploying person will sign for munitions on the shipping documents from the Munitions Accountable Systems Officer (MASO) and be briefed on their responsibilities. Once at the deployed location, the deployed unit or person will then turn in the munitions and documentation to the gaining MASO for reissue. When deploying to a location without an established SRAN/DoDAAC accountability for deployed assets will be retained by the deploying unit Commander or most senior deployed person.

17.6. When time constraints don't allow issue documents to be printed, an AF Form 1297 hand receipt will be used. The deploying commander or the most senior deploying person will sign for munitions on the 1297 from the MASO and be briefed on their responsibilities. The munitions section will then assure proper documentation is processed and forwarded.

17.7. Responsibilities of deployed unit or person:

17.7.1. The following statement will be on the back of the shipment document or 1297 hand receipt and briefed to the member by the MASO:

“Munitions will be controlled and the person receiving the munitions must maintain accountability and lot number integrity for these assets. The shipping document and munitions will be turned in to the Air Force munitions storage area at the deployed location. If a storage area has not been established, member will retain accountability for these assets. Member will document on the back of the shipment document if assets are expended or turned over to any other military storage area (Army, Navy, etc.). If turned over to a military authority, member will receive documentation showing who accepted accountability for the assets (name, rank, SSAN, organization, home base DSN). This documentation will be given to the home station MASO upon return from deployment”.

17.8. The deploying unit MASO advises the gaining unit MASO of the quantity and types of munitions deployed. The MASO at the deployed location issues required munitions. The MASO receives and retains in storage all munitions not needed by operational units.

17.9. To expedite munitions issues at a location with an established Stock Record Account Number or Department of Defense Activity Address Code, the deployed commander must have a completed or must complete an AF Form 68 (Munitions Authorization Record). This record must be approved by the deployed MASO.

CARL E. VOGT, Colonel, USAFR
Commander

FRONT OF AF FORM 68

[illegible]

BACK OF AF FORM 68

[illegible]

Attachment 3

2005 ISSUE DOCUMENT

8-22: National Stock Number

23-34: Unit of Issue

25-29: Quantity

30: S for custody account, R for consumption account

31-35: Custody Account Code issued by MASO

Authorizing directive will be a manual, message, Tech Order, ect. (AFI 36-2217 Munitions Requirement for Aircrew Training, AFCAT 21-209 Ground Munitions.)

TRIC 1 2 3 4 5 6 7		DEL. DUTY		EX		A. INCHECKER, NAME, DATE (TIN) COMMANDER OR PERSON, FROM AF 68 BLOCK II, PRINTED NAME DATE PHONE		B. INSPECTOR, NAME, STAMP, DATE (TIN)																											
		TOTE BOX		Doc																															
I S U						REQUEST, TIME & DATE (ISU)																													
ISSUE/TURN-IN REQUEST		STOCK NUMBER										UNIT OF ISSUE		QUANTITY				C.		DOCUMENT NUMBER										DMD					
		NON MIN ADDN																		ACT ORG SHOT DATE SER NO. Conf															
		X X X X X X X X X X X X X X												X X X X X						X															
		Part Number																																	
		C. PART NUMBER/MGFR CODE OR NAME/REMARKS LOT												E. T.O. REFERENCE/TECHNICAL PUBLICATION OR END-ITEM APPLICATION/NEXT HIGHER ASSEMBLY						CONSUMPTION OR CUSTODY ISSUE, REASON USE AND AUTHORIZING DIRECTIVE															
		WORK ORDER										TEK. CON. FAD.		SU		PROJECT		PRI		REQ. DEL. RT.		UIC		MARK FOR										F. T.O. PSC AND/OR ERRC	
		SHP TO										S1		54 55 56		57 58 59		60 61		AT		CC DC		DOCUMENT NUMBER										POST/POST	
		45 46 47 48 49 50										51 52 53		54 55 56		57 58 59		60 61		62 63 64		65 66		67 68 69 70 71 72 73 74 75 76 77 78 79 80											
		G. TIME & DATE OF DELIVERY										H. DELIVERY TIME		I.								J. NOMENCLATURE ITEM NOMENCLATURE													
		FILL IN																																	

AF FORM 2005, 19860601 (EF-V3)

PREVIOUS EDITION WILL BE USED.

Attachment 4

2005 EXPENDITURE DOCUMENT

- 1-3: MSI
- 8-22: National Stock Number
- 23-34: Unit of Issue
- 25-29: Quantity
- 30-44: Document number from original issue document or from current custodian listing (IS507)
- D. Lot Number
- F. Building and Location from current custodian listing (IS507)
- J. Nomenclature

Authorizing directive will be a manual, message, Tech Order, ect. (AFI 36-2217 Munitions Requirement for Aircrew Training, AFCAT 21-209 Ground Munitions.)

TRIC 1 2 3 M S I		RE DIST 4 5 6 FTE BOX		EX 7		A. INCHECKER, NAME, DATE (TIN) COMMANDER OR PERSON, FROM AF 68 BLOCK II, PRINTED NAME DATE PHONE REQUEST, TIME & DATE (ISU)										B. INSPECTOR, NAME, STAMP, DATE (TIN) MASO PRINT AND SIGN NAME AND DATE													
NSN		STOCK NUMBER										UNIT OF ISSUE		QUANTITY		C.		DOCUMENT NUMBER										DMS	
8 9 10 11 12 13 14 15 16 17 18 19 20 21 22		23 24 25 26 27 28 29										30 31 32 33 34 35 36 37 38 39 40 41 42 43 44		ACT		URG		SHIP		DATE		SERIAL		CONF					
X X X X X X X X X X X X X X X X		X X X X X X X X X X X X X X X X										X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X							
Part Number																													
D. PART NUMBER/MDR CODE OR NAME/REMARKS		E. T.O. REFERENCE/TECHNICAL PUBLICATION OR END-ITEM APPLICATION/NEXT HIGHER ASSEMBLY										EXPENDITURE, REASON USE AND AUTHORIZING DIRECTIVE AND CUSTODIANS SIGNATURE																	
LOT#/SERIAL#/CONDITION CODE																													
WORK ORDER		TEK		COM		FAC		SO		PROJECT		PRI		REQ DEL DT		JMS		MARK FOR		F. T.O. PSC AND/OR ERAC									
SHIP TO		ST		51		52		53		54		55		56		57		58		59									
45 46 47 48 49 50		60		61		62		63		64		65		66		67		68		69									
70 71 72 73 74 75 76 77 78 79 80		81		82		83		84		85		86		87		88		89		90									
G. TIME & DATE OF DELIVERY		H. DELIVERY TIME		I.		J. NOMENCLATURE		ITEM NOMENCLATURE																					

AF FORM 2005, 19860601 (EF-V3)

PREVIOUS EDITION WILL BE USED.

Attachment 5

2005 TURN-IN DOCUMENT

- 1-3 TIN
- 8-22: National Stock Number
- 23-34: Unit of Issue
- 25-29: Quantity
- 30-44: Document number from original issue document or from current custodian listing (IS507)
- D. Lot Number
- F. Building and Location from current custodian listing (IS507)
- J. Nomenclature

Authorizing directive will be a manual, message, Tech Order, ect. (AFI 36-2217 Munitions Requirement for Aircrew Training, AFCAT 21-209 Ground Munitions.)

TRIC		DEL. DIST		EX		A. INSPECTOR, NAME, DATE (TIN)		B. INSPECTOR, NAME-STAMP, DATE (TIN)																												
1	2	3	4	5	6	7	MGMVM SIGNS HERE, DATE PHONE#		MGMVM SIGNS HERE																											
TIN																																				
STOCK NUMBER		REQUEST, TIME & DATE (ISU)		UNIT OF ISSUE		QUANTITY		C.		DOCUMENT NUMBER																										
8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44
X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		X X X X X		
Part Number																																				
D. PART NUMBER/MGR CODE OR NAME/REMARKS		LOT#		E. T.O. REFERENCE/TECHNICAL PUBLICATION OR END-ITEM APPLICATION/NEXT HIGHER ASSEMBLY		ORGANIZATION, CUSTODY OR DIFM TURN-IN, REASON, AUTHORIZING DIRECTIVE																														
WORK ORDER		SHIP TO		TEX		COM		FAC		SP		PROJECT		FIR		REQ DEL ST		LMD		DOCUMENT NUMBER		MARKER		POST/POST		F. T.O. PSC AND/OR ERIC		BLDG/LOCATION								
45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	
G. TIME & DATE OF DELIVERY		H. DELIVERY TIME		I.		J. NOMENCLATURE		ITEM NOMENCLATURE																												





AF FORM 2005, 19860601 (EF-V3)

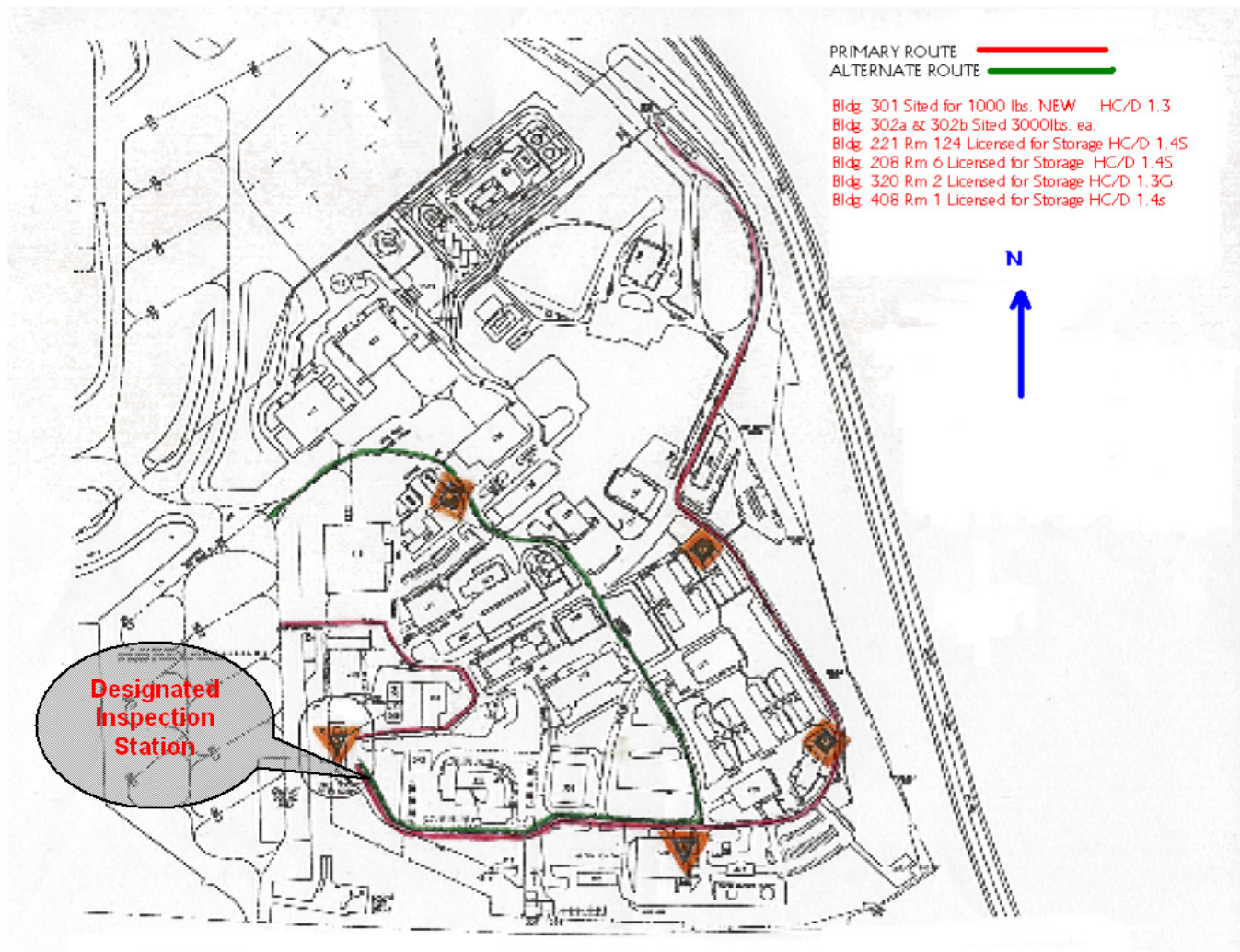
PREVIOUS EDITION WILL BE USED.

Attachment 6

QUICK REFERENCE HAZARDOUS CARGO GUIDE

Department of Transportation (DOT) Placards identify the type of explosives the truck is carrying. A placard should be displayed on all 4 sides of the vehicle.

 <p>1.1 identifies Mass Detonating Explosives.</p>	 <p>1.2 identifies Explosives with a Fragmentation Hazard.</p>
 <p>1.3 identifies Mass Fire Explosives.</p>	 <p>1.4 identifies Explosives with a Moderate Fire Hazard.</p>



Attachment 7**SAFE HAVEN DECLARATION
SECURITY FORCES CHECKLIST**

Pittsburgh ARS is not listed in Military Traffic Management Commands (MTMC) MTMC Pam 385-1 as a Safe Haven, Refuge or Secure Holding location.

Use these procedures in the event of a civilian contractor transporting DoD munitions / explosives, unexpectedly shows up at the front gate.

- ____ 1. Record time of arrival. _____
- ____ 2. Keep truck off base.
- ____ 3. Ask the driver if he is Declaring Safe Haven, Secure Holding or Refuge?
(YES NO)
- ____ 4. Have the driver call MTMC with his declaration of Emergency.
(1-800-524-7511 OR 1-800-524-0331))
- ____ 5. List type of Cargo involved. _____
(Hazard class / division 1.1, 1.2, 1.3, 1.4, Nuclear etc...)
Quantity: Net Explosive Weight (NEW) of shipment. _____ lbs.
- ____ 6. Call Command Post with information.
Record name of C/P individual contacted. _____
Record time of contact. _____
- ____ 7. If Command Post is unmanned call the following.
 - a. Griffin: Ed Mathews (Griffin)
Phil Fratangeli (Griffin)
 - b. TMO: Gary Beistel (TMO) - 8198 or home #
Ernie Martinelli (TMO) - 8096 or home #

b. Safety: James A. Kelley (WSM) – 8403 or home #
Steve Abraham (SEG) - 8512 or home #

c. MASO Kevin Timbers (MGMVM)- 8462 or home #
Alt. Julian Savage (LGM) - 8209 or home #

d. Fire Inspector. Gary Lewis (CE) - 8731 or home #

____ 8. Record name and time of personnel contacted.

Attachment 8**SAFE HAVEN (EXPLOSIVE)****COMMAND POST CHECKLIST**

This checklist has been developed to assist all controllers should Military Traffic Management Command (MTMC) declare a Safe Haven dealing with a civilian contractor transporting DoD explosives. This checklist also includes civilian contractors, transporting DoD explosives, arriving at our gate requesting Safe Haven protection IAW MTMC Pam 385-1 and AFMAN 91-201.

____ 1. Confirm correct checklist.

____ 2. Record current time: _____ Z.

____ 3. Time Safe Haven notification was received: _____ Z.

____ 4. Ask the Military Traffic Management Command (MTMC) for the following Information:

Name of the individual declaring a Safe Haven:

Phone Number of individual declaring a Safe Haven:

Reason for Safe Haven:

Estimated time of arrival: _____

Type Cargo Involved with the Safe Haven:

(Class/Division 1.1, 1.2, 1.3, etc. Or Explosives Class a, Class B)

Quantity: (NEW lbs) _____

Name and Address of Shipper:

Shipper Phone Number: _____

____ 5. Notify the following:

____ Security Forces (8250)

____ TMO: Gary Beistel (8198)
Ernest Martinelli (8096)

____ Griffin: Ed Matthews (8599)
Philip Fratangeli (8590)

____ Munitions: Kevin Timbers (8462)
Julian Savage (8209)
Mark Finney (8468)

NOTE: Truck remains at the front gate until authorized by the above to enter.

____ 6. Notify the Wing Explosive Safety Officer or representative at the following numbers regardless of the time of day or night.

TSgt. James A. Kelley (SEW) x 8403

MSgt. Steve Abraham (SEG) x 8512

NOTE: One or More of the above listed individuals will report to the base.

____ 7. Log all actions.

REF: AFMAN 91-201 AND MTMC PAM 385-1

Attachment 9**FRAG CODE DEFECTION**

Aircraft will be assigned a FRAG code for chaff and flare.

For training chaff and flare the code will be as follows:

Flare

1. M206 Flare = TF06
2. MJU50 Flare = TF50

Chaff

1. RR 170 Chaff = C70
2. RR 180 Chaff = C80
3. RR 188 Chaff = C88

For Mobility/Contingencies chaff and flare the code will be as follows:

Flare

1. M206 Flare = WF06
2. MJU50 Flare = WF50

Chaff

1. RR 170 Chaff = W70
2. RR 180 Chaff = W80
3. RR 188 Chaff = W88